



Volunteer Tennessee



June 22, 2020

Dear AmeriCorps Program Staff:

Welcome to Team Tennessee!

The mission of Volunteer Tennessee, the Governor's Commission on National and Community Service, is to encourage volunteerism and community service. The AmeriCorps program is a critical component in fulfilling that mission, and Volunteer Tennessee is excited to see AmeriCorps programs like yours meeting local human needs.

As a new program staff member, you have an exciting and challenging year ahead. There will be much to learn and roadblocks to overcome; however, the payoff of a successful AmeriCorps program will far outweigh any difficulties you will face. Tennessee has a strong history of developing outstanding leadership within AmeriCorps programs, and Volunteer Tennessee is committed to providing you with the training and technical assistance needed to be successful. As a first step in that process, this Program Director's Manual is designed to serve as a ready reference for some of the most common questions and challenges you may face. We hope that you will refer often to the sample forms, program management materials and best practices information we have collected.

If you have any questions about AmeriCorps program management or the material in this manual, please contact your Volunteer Tennessee AmeriCorps program manager or training officer. Please also feel free to contact me at any time.

Sincerely yours,

A handwritten signature in blue ink that reads "Jim Snell".

Jim Snell
Executive Director

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THE MISSION OF VOLUNTEER TENNESSEE IS TO ENCOURAGE VOLUNTEERISM AND COMMUNITY SERVICE

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